

COMMITTEE ON ACCREDITATION MINUTES

April 8-9, 2009

**California Commission on Teacher Credentialing
Sacramento, California**

Committee Members Present

Joyce Abrams (4/8 Only)
Ellen Curtis-Pierce
Dana Griggs (4/8 only)
Joseph Jimenez
Gary Kinsey
Carol Leighty
Karen O'Connor
Reyes Quezada
Ruth Sandlin
Sue Teele
Nancy Watkins

Staff Members Present

Larry Birch, Director
Teri Clark, Administrator
Jo Birdsell, Consultant
Cheryl Hickey, Consultant
Marilynn Fairgood, Consultant
Terry Janicki, Consultant
Joe Dear, Consultant
Helen Hawley, Consultant
Teri Ackerman, Analyst/Recorder

Committee Members Absent

Lynne Cook

Others Present

Cynthia Grutzik
Karen Ensor
Gary Moncher
Jim Richmond
Sabrina Zirkel
Diane Ketelle
Mark Cary
Beth Matlin
Thea Maestre
Mel Hunt
Jerry Ternes
Carol Bartell
Deb Erickson
Judith Greig
Margaret S. Fortune
Margaret Fortune
Rex Fortune
Lynette Roby
Susan Nisonger
Helene Mandell (via video-conference)
Gary Hoban
Glee Brooks
Richard Harris

CALL TO ORDER

The April meeting of the Committee on Accreditation was called to order by Nancy Watkins, Co-Chair, at 10:02 a.m. on Wednesday, April 8, 2009.

APPROVAL OF THE AGENDA

Co-Chair, Nancy Watkins reviewed the agenda for the April, 2009 meeting. It was moved, seconded (Griggs/Abrams) and carried to approve the agenda as written.

APPROVAL OF THE MINUTES

The minutes of the January 2009 meeting of the Committee on Accreditation were reviewed. It was moved, seconded (Teele/Abrams) and carried to approve the minutes as written.

CO-CHAIR AND MEMBER REPORTS

There was no report from the Co-Chairs.

Sue Teele reported that she had suffered a bout of shingles which had lasted over two months.

Her advice to anyone who thinks they are showing signs of shingles is to go immediately to a doctor for treatment as this is a painful ailment that can be corrected with 48 hours of onset, avoiding weeks of misery. She noted that one of the causes of shingles is stress. Sue also reported that she and Carol Leighty had been working with a group of Korean teachers who had spent two months in the Temecula School District observing California teaching practices. She wanted it noted that Carol had done a great job with these teachers. Sue passed around photos of her latest visit to China. She is pleased that she finally got “hands on” experience with “her” panda.

Joseph Jimenez announced that he will be retiring on June 30. As he plans to continue working with his district as a retiree, he will be able to keep his position as a member of the COA.

Reyes Quezada shared information about the Colloquium on Internationalizing Teacher Education which is being presented in Los Angeles at the NAFSA 2009 Annual Conference & Expo on May 27. Fliers were handed out to those present and interested parties were invited to take part.

Ruth Sandlin mentioned that both she and Reyes had attended Cal Council in March. Both of them appreciated having Commission staff there.

STAFF REPORT

Administrator, Teri Clark attended the Intern Directors meeting in March. Items of note discussed were the block grant and the state budget (specifically, decrease in funds). Intern program money will go to the LEA which has been the fiscal agent.

The TPA Network met at Cal Council in March. The meeting was attended by Consultant, Cheryl Hickey.

Administrator Clark announced the appointment of two new Commissioners to the CTC. They are Charles Gahagan and Marlon Evans.

The April Commission meeting will be held April 23-24 at the Los Angeles County Office of Education. Six COA nominees will be interviewed by the Commissioners at this meeting (four representing higher education and two representing K-12).

The COA has a new Commission liaison, Ting Sun. She was unable to attend the April COA meeting, but is expected to be present at the May meeting.

Administrator Clark requested that one of the Co-Chairs of the COA be present at the table during the April Commission meeting during the presentation of the item updating the accreditation process.

A copy of the letter sent to the COA from Chapman University College of Educational Studies

requesting that the COA work with TEAC in the alignment of the Commission's common standards with TEAC's quality principles was distributed to the members of the COA. A conceptual item regarding this alignment will be brought to the COA at the May meeting.

Administrator, Teri Clark reported that she has been attending meetings of the Interstate New Teacher Assessment and Support Consortium (INTASC) and finds that their standards are very closely aligned with California Standards for the Teaching Profession. Lynne Cook is a member of INTASC and will providing updates to the COA.

Standards for the Clear Multiple/Single Subject Credential went forward at the March Commission meeting. A survey is being sent out to the field requesting additional stakeholder input. It is anticipated that the standards will go forward in June for adoption.

Consultant Jo Birdsell announced that the June 26 COA meeting will be her last day with the Commission. Jo has accepted a professorship with National University in San Diego. She added that she and her husband have purchased a 19th floor condo in downtown San Diego and are looking forward to many visitors. Jo has promised that although she will no longer be employed at the Commission, she will continue to volunteer for panels and accreditation site visits when possible.

PROGRAM APPROVAL RECOMMENDATIONS

This item was introduced by Co-Chair, Nancy Watkins.

Program of Professional Preparation for the Multiple Subject Internship

It was moved, seconded (O'Connor/Jimenez) and carried to grant initial accreditation to the following program of professional preparation:

High Tech High
Multiple Subject Internship

REPORT OF THE ACCREDITATION SITE VISIT TO PATTEN UNIVERSITY

Consultant, Marilynn Fairgood introduced Team Leader, Cynthia Grutzik, and representatives from Patten University: Associate Dean, Karen Ensor, and President, Gary Moncher, who answered questions presented to the institution by the COA.

The following actions were taken on the team report recommendations:

It was moved, seconded (O'Connor/Jimenez) and carried to make the following decision for Patten University and all of its credential programs:

The decision for Patten University is ACCREDITATION WITH STIPULATIONS.

Following are the stipulations:

- That the institution provide evidence that a comprehensive policies and procedures manual is developed which includes checks and balances for decisions related to completion of basic skills and subject matter competence prior to student teaching.
- That the institution provide that subject specific content connected to state-adopted framework competencies is explicitly and systematically addressed in coursework and fieldwork by Multiple and Single Subject experts in that field.
- That the institution provide detailed information on each candidate's examinations during the 2009-10 year.

On the basis of this decision, the institution is authorized to recommend candidates for the following Credentials:

- Multiple Subject Credential
Multiple Subject Credential
Multiple Subject Internship
- Single Subject Credential
Single Subject Credential
Single Subject Internship

In addition:

- The institution's response to the preconditions is accepted.
- Patten University is permitted to propose new credential programs for approval by the Committee on Accreditation.
- Patten University will continue in its assigned cohort on the schedule of accreditation activities, subject to the continuation of the present schedule of accreditation activities by the Commission on Teacher Credentialing.

REPORT OF THE ACCREDITATION SITE VISIT TO MILLS COLLEGE

Consultant, Terry Janicki introduced Team Leader, Jim Richmond and institution representatives Sabrina Zirkel and Diane Kettle who answered questions presented to the institution by the COA

The following actions were taken on the team report and recommendations:

It was moved/seconded (Kinsey/Teele) and carried to make the following decision for Mills College and all of its credential programs:

The decision for Mills College is ACCREDITATION WITH STIPULATIONS.

Following are the stipulations:

- That the School of Education, in order to provide documentation of program effectiveness, develop and implement a unit-wide assessment system and consistently apply that system across the unit programs
- That the School of Education develop and implement a unit-wide system to document the competence of candidates in relation to all aspects of competence identified in the Commission-adopted program standards for all programs within the unit.
- That the Multiple and Single Subject programs involve partners to collaborate in developing program policies and reviewing program practices. The unit needs to involve constituents such as (but not limited to) business representatives and teachers' bargaining units.
- That the institution provide evidence about actions taken to address stipulations within one year of the date of action by the Committee on Accreditation.
- That inclusion of a report updating the progress of the Tier II Administrative Services program be included in the institution's 2009-2010 report to the Commission

On the basis of this decision, the institution is authorized to recommend candidates for the following Credentials:

- Multiple Subject Credential
- Single Subject Credential
- Administrative Services Credential
 - Preliminary Credential
 - Professional Guidelines-Based Credential
- Education Specialist Credential
 - Early Childhood Specialist Level I
 - Early Childhood Specialist Level II

In addition:

- The institution's response to the preconditions is accepted.

- Mills College is permitted to propose new credential programs for approval by the Committee on Accreditation.
- Mills College will continue in its assigned cohort on the schedule of accreditation activities, subject to the continuation of the present schedule of accreditation activities by the Commission on Teacher Credentialing.

REPORT OF THE ACCREDITATION RE-VISIT TO HOLY NAMES UNIVERSITY

Administrator, Teri Clark introduced Team Leader, Mark Cary and institution representatives Thea Maestre and Beth Martin who answered questions presented to the institution by the COA.

The following actions were taken on the team report and recommendation:

It was moved, seconded (Sandlin/O'Connor) and carried that the accreditation decision for Holy Names University be changed from Accreditation with Substantive Stipulations to Accreditation.

The decision for Holy Names University is ACCREDITATION.

REPORT ON 2007-08 PROGRAM ASSESSMENT

An update of the Program Assessment required as part of the revised accreditation system was presented by Consultant Jo Birdsell. It was moved, seconded (Kinsey/Teele) and carried that the COA direct staff to plan to add members to the accreditation site visit teams who are knowledgeable about the programs for which additional information is needed (identified in item appendices) and that in the future, Commission staff be able to make this determination.

ALIGNMENT OF NASP AND CACREP STANDARDS TO CALIFORNIA'S ADOPTED PROGRAM STANDARDS

Administrator, Teri Clark presented this item. It was moved, seconded (Teele/Griggs) and carried that:

(1) the COA allow NASP (National Association of School Psychologists) accredited schools to submit their programs to the Commission. and that they also be required to submit four additional California Program Standards in order to meet Commission standards.

(1.) CACREP (Council for Accreditation of Counseling and Related Educational Programs) be allowed to submit national accreditation documents and submit additional items in an addendum to meet Commission standards.

A Program Sponsor Alert will be sent out to all programs.

ADOPTION OF THE ACCREDITATION HANDBOOK

Administrator, Teri Clark presented this information item to the COA. The item discussed changes and proposed modifications to the Accreditation Handbook. In addition, staff requested COA direction to post the revised Draft Handbook and to bring the Handbook to the June 2009 COA meeting for approval.

COMMON STANDARDS RUBRIC

Administrator, Teri Clark presented this information item which provided the COA with the second draft of a two level descriptor and explanation of the Commission's Common Standards for the COA's review and discussion. Draft language for all nine of the California Common Standards was presented for COA review at the January COA meeting. Members broke into discussion groups to review the revised language. Staff collected all reviews and recommendations from the discussion groups and will use this information in the next version of the descriptors.

UPDATE ON THE QUARTERLY REPORT SUBMITTED BY ALLIANT INTERNATIONAL UNIVERSITY

Consultant, Marilynn Fairgood gave an update and overview of the steps being taken by Alliant University in order to meet the stipulations imposed upon the institution at the May 2008 accreditation visit. Another update will be presented to the COA at its June meeting.

Alliant International University has a full re-visit scheduled for November 8-11, 2009.

UPDATE ON THE QUARTERLY REPORT SUBMITTED BY ARGOSY UNIVERSITY

This information item was presented by Consultant, Marilynn Fairgood. An update on the quarterly reports reviewing steps being taken to meet the stipulations imposed upon Argosy University at its April 20-23, 2008 accreditation site visit was presented to the COA.

Argosy University has a full re-visit scheduled for May 4-6, 2009. The report from this visit will be presented at the June COA meeting.

REPORT ON STIPULATIONS: ORANGE COE

Consultant Jo Birdsell presented an overview of the evidence submitted by the Orange County Department of Education, addressing the stipulations assigned to the institution by the COA based on the accreditation site visit in March, 2008. It was moved, seconded (Jimenez/Kinsey) and carried that the accreditation status of the Orange County Office of Education from Accreditation with Technical Stipulations to ACCREDITATION.

As part of the change in accreditation status, the COA requests that in the institutions' next Biennial Report, a report be included updating the progress of the Preliminary Administrative Services Credential program in using the new forms designed to track candidates' experiences in diverse settings.

UPDATE ON BIENNIAL REPORTS

This information item was presented by Consultant, Cheryl Hickey. The item provided an update of the numbers and types of reports that have been received by the Commission. It is anticipated that Commission staff will provide the COA with a comprehensive report on the first year of implementation of the biennial report process at either the June or August 2009 meeting of the COA.

RECESS

The meeting was recessed by Co-Chair, Nancy Watkins, at 3:45 on April 8, 2009.

RECONVENE

The meeting reconvened at 8:32 a.m. on Thursday, April 9, 2009 by Co-Chair, Ruth Sandlin.

REPORT ON THE 7TH YEAR FOLLOW-UP PROGRAMS

This information item was presented by Administrator of Accreditation, Teri Clark. An update of the status of follow-up activities by institutions in the Blue Cohort (2007-08 accreditation year) was given.

REPORT OF THE ACCREDITATION RE-VISIT TO VANGUARD UNIVERSITY

Consultant, Helen Hawley introduced Team Leader, Mel Hunt and Jerry Ternes, Dean of Education for Vanguard University, who answered questions presented to the institution by the COA.

The following actions were taken on the team report recommendations:

It was moved/seconded (Teele/O'Connor) and that the accreditation decision for Vanguard University be changed from Accreditation with Substantive Stipulations to Accreditation with Technical Stipulations. The stipulations are to be addressed by the university.

The decision for Vanguard University is ACCREDITATION WITH TECHNICAL STIPULATIONS.

Following are the stipulations:

- That the institution provide evidence in its Biennial Report to the Commission to be completed by January, 2010, that Program Standards 3 and 14 in both the multiple and single subjects programs are being met. Syllabi reflecting the changes are to be included in the report.

REPORT OF THE ACCREDITATION VISIT TO CALIFORNIA LUTHERAN UNIVERSITY

Consultant, Jo Birdsell introduced Team Lead, Judith Greig and university representatives, Dean of Education, Carol Bartell and Associate Dean, Deb Erickson. The university representatives answered questions presented to the institution by the COA.

The following actions were taken on the team report and recommendation:

It was moved/seconded (Teele/Curtis-Pierce) and carried to make the following decision for California Lutheran University and all of its credential programs:

The decision for California Lutheran University is ACCREDITATION.

On the basis of this decision, the institution is authorized to recommend candidates for the following credentials:

- Multiple Subject
 - Multiple Subject Credential
 - Multiple Subject Internship
 - Multiple Subject BCLAD (Spanish)
- Single Subject
 - Single Subject Credential
 - Single Subject Internship
 - Single Subject BCLAD (Spanish)
- Education Specialist Credential
 - Preliminary Level I
 - Mild/Moderate Disabilities
 - Mild/Moderate Disabilities Internship
 - Moderate/Severe Disabilities
 - Moderate/Severe Disabilities Internship
 - Deaf and Hard of Hearing
 - Deaf and Hard of Hearing Internship
 - Professional Level II
 - Mild/Moderate Disabilities
 - Moderate/Severe Disabilities
 - Deaf and Hard of Hearing
- Reading Language Arts Certificate
- Administrative Services
 - Preliminary Administrative Services Credential
 - Professional Administrative Services Credential
- Pupil Personnel Services
 - School Counseling Credential
 - Child Welfare and Attendance Credential

In addition:

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- The institution's response to the preconditions is accepted.
- California Lutheran University is permitted to propose new credential programs for approval by the Committee on Accreditation.
- California Lutheran University continues in its assigned cohort on the schedule of accreditation activities, subject to the continuation of the present schedule of accreditation activities by the Commission on Teacher Credentialing.

PLAN TO TRANSITION INDUCTION PROGRAMS TO THE ACCREDITATION SYSTEM

Administrator, Teri Clark presented an update on the plan to transition BTSA Induction Programs to the Commission's accreditation system beginning in the 2009-10 accreditation year.

REPORT OF THE ACCREDITATION RE-VISIT TO PROJECT PIPELINE (MT. DIABLO UNIFIED)

Administrator, Teri Clark introduced Team Lead, Helene Mandell, who appeared through video conferencing from San Diego. Representing the institution at the table was Margaret S. Fortune, accompanied by Project Pipeline representatives, Susan Nisonger, Margaret Fortune, and Rex Fortune who were available to answer questions presented to the institution by the COA.

The following actions were taken on the team report and recommendation:

It was moved, seconded (Teele/Leighty) and carried that the accreditation decision for Project Pipeline (Mt. Diablo Unified) be changed from Accreditation with Substantive Stipulations to Accreditation.

The decision for Project Pipeline (Mt. Diablo Unified) is ACCREDITATION.

As part of the change in accreditation status, the COA requests that in the institutions next Biennial Report, a report be included updating the progress of the implementation of the new design for the Special Education Credential program.

PROPOSAL FOR ALTERNATIVE ACCREDITATION ACTIVITIES – PACT AND NCATE

This information item was presented by Administrator, Teri Clark. This item explored the possibility of some NCATE-accredited California institutions which have adopted the PACT (Performance Assessment for California Teachers) as their teaching performance assessment model, participating in a pilot program for ongoing accreditation. Administrator Clark introduced the topic to the COA for their input and suggestions. This item will be brought forward with additional detail at the June meeting of the COA for further discussion.

UPDATE ON THE ACTIVITIES RELATED TO THE ADMINISTRATIVE SERVICES PREPARATION PROGRAMS

This information item was presented by Consultant, Jo Birdsell. Director of the Professional Services Division, Larry Birch assisted in answering questions. The COA discussed the work which has taken place to date, giving additional input prior to the item being brought back to the COA, then to the Commission.

REPORT OF THE ACCREDITATION SITE VISIT TO SIMPSON UNIVERSITY

Consultant, Joe Dear introduced Team Leader, Gary Hoban and university representatives, Dean of Education, Glee Brooks and Associate Dean, Richard Harris, who answered questions presented to the institution by the COA.

The following actions were taken on the team report and recommendation:

It was moved, seconded (Jimenez/Quezada) and carried to make the following decision for the Simpson University and all of its credential programs:

The decision for Simpson University is ACCREDITATION WITH STIPULATIONS.

Following are the stipulations:

- That the unit must clearly articulate field experience requirements for the Multiple Subject and Single Subject Credential programs and create a process to document how candidates successfully meet the unit's expectations concerning levels of placement, diversity, and process of placement selection. All unit requirements are to be based on the standards related to fieldwork (Common Standard 7).
- That Multiple Subject and Single Subject Credential candidates are to consistently demonstrate use of appropriate methods and strategies related to English language development (Standard 13B).
- That the Multiple Subject and Single Subject Credential candidates are to consistently plan and practice multiple strategies for managing and delivery of instruction (Standard 15a).
- That the Multiple Subject and Single Subject Credential candidates are to utilize and practice pedagogical knowledge during supervised fieldwork (Standard 15b).
- That Multiple Subject and Single Subject candidates are required to have significant experiences teaching English learners as part of their student teaching experience or alternate setting as appropriate.

- That Multiple Subject and Single Subject Program coordinators provide systematic monitoring and oversight of the alignment of pre-student teaching fieldwork experience with professional teaching program expectations (Standard 16).
- That Single Subject candidates are required to complete a progression of complex tasks during the pre-student teaching fieldwork experience (Standard 18).

On the basis of this decision, the institution is authorized to recommend candidates for the following Credentials:

- Multiple Subject Credential
- Single Subject Credential
- Administrative Services Credential
Preliminary Credential
Preliminary Internship

In addition:

- The institution's response to the preconditions is accepted.
- Simpson University is permitted to propose new credential programs for approval by the Committee on Accreditation.
- Simpson University will continue in its assigned cohort on the schedule of accreditation activities, subject to the continuation of the present schedule of accreditation activities by the Commission on Teacher Credentialing.

DEBRIEF OF MEETING ACTIVITIES

The COA agreed that the video conferencing used in the Project Pipeline presentation was a great idea and should be used in the future, rather than having team leaders spend hours or possibly a full day away from their work only to give a half hour report.

Concern was voiced regarding differences of detail in site team report writing. COA members noted difficulty in making accurate accreditation decisions if sufficient detail about programs and institutions was not provided.

It was mentioned that perhaps reports need to be screened by staff prior to being sent out to COA members. Some members were unsure if this would cause excessive “tampering” with the reports. The question was asked if the COA has the ability to ask for additional information and

have the report resubmitted at a later date if they feel it does not enough information for them to make a decision. The Administrator of Accreditation was instructed to work with staff on report writing.

It was also suggested that a section be added to the Accreditation Handbook covering the possibilities of things that can happen if the institution does not follow up when requested to in the accreditation report. It was stressed that “good reports”, such as the report by the Cal Lutheran team be used as examples in the handbook. The institutions should be made aware that the COA can make other recommendations. The COA also recommended that this be covered in the next (and in future) BIR training sessions.

Key suggestions made by the COA regarding the accreditation reports were:

Accreditation teams should have a “map” of what the report must include.

Leadership should review the report and deem it acceptable before it is brought before the COA.

COA members can individually call the Administrator of Accreditation if the report seems confusing or seems incomplete. If so, the report may be pulled from the agenda.

ADJOURNMENT

The meeting was adjourned by Co-Chair, Ruth Sandlin at 2:27 p.m. on April 9, 2009.